

# Office Memorandum • UNITED STATES GOVERNMENT

**TO** : Assistant Chief for Operations

**DATE:** DEC 14 1953

**FROM** : Acting Chief, Supply Division

**SUBJECT:** Requisition Activity Report, 30 November thru 5 December 1953, inclusive.

**REFERENCE:** (a) Memo Acting Chief of Logistics, Subject: Performance and Activity Reports, dated 18 September 1953.

As requested by reference (a), the following information of weekly operations is submitted herewith:

## REQUISITIONS

|                              |            |
|------------------------------|------------|
| Balance Brought Forward..... | <u>131</u> |
| Received.....                | <u>352</u> |
| Processed.....               | <u>369</u> |
| Pending.....                 | <u>114</u> |

Average time required to process requisitions..... 2 calendar days

25X1A9a

LO/SD/SCS/EFM:tcs (7 December 1953)

## Distribution:

Cigr. & 2 - Addressee

1 - SD

1 - SC Staff

1923 325 74 ECB Rept. D6

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